



# DHSR EMPLOYEE NEWSLETTER



April 2008



## INSIDE THIS ISSUE:

<i>Beacon, Beacon, Beacon!</i>	1
<i>Adult Care &amp; Mental Health Sections move to Broughton Building</i>	2-3
<i>Information Systems</i>	4
<i>Promotions Within The Division</i>	4
<i>Will Conservation Solve Central NC's Water Crises?</i>	5
<i>Wellness Grows In The Lineberger Building</i>	6
<i>Severe Weather Awareness</i>	7
<i>DHSR Retirees &amp; New Employees</i>	8
<i>Bob Fitzgerald Says Farewell to DHSR Employees</i>	9
<i>Recipes</i>	10

## BEACON, BEACON, BEACON!

BEACON information & resources for DHSR employees:

**BEACON & DHHS website:** Excellent resource for up to date information and job aides.

<http://www.ncdhhs.gov/humanresources/beacon.htm>

**BEACON Employee Reference Guide:**

[http://www.ncdhhs.gov/humanresources/BEACON\\_Employee\\_Reference\\_Guide\\_FINAL.pdf](http://www.ncdhhs.gov/humanresources/BEACON_Employee_Reference_Guide_FINAL.pdf)

Employee Self Service (ESS) is the portal (website) through which state employees will be able to manage personal information on their pay, timekeeping, and benefits.

**BEACON ESS & MSS Aids:** <http://help.mybeacon.nc.gov/beaconhelp/TOC4.html>

Manager Self Service (MSS) is the portal (website) through which managers will be able to review and approve employee leave and timesheets and access multiple report functions.

**BEACON MSS & ESS Aids:** <http://help.mybeacon.nc.gov/beaconhelp/TOC4.html>

Tips for Success for BEACON Group Two Agency Employees

### NCID Issues

- \* All NCID users must register and receive confirmation that their registration is successful. To register for an NCID, visit <https://ncid.nc.gov>.
- \* Be sure that if you register early in order to prepare for go-live, you remember your password and challenge questions. If you registered for your NCID more than 90 days before the April 1 go-live date, be on the lookout for an e-mail reminding you to change your password. NCID is set up so that your password expires every 90 days and must be changed for an employee's account to remain active.
- \* You should verify that the last name associated with your NCID account is the correct name and is spelled correctly. You should also verify your date of birth and SSN.
- \* See your NCID Administrator if you are having problems with NCID registration or your account. BEST is equipped to assist with NCID registration as necessary, but cannot maintain or change NCID account information for a user.
- \* If, for any reason, you have more than one NCID account, please work with your NCID Administrator so you know which account is the one that BEACON will be using.
- NCIDs for BEACON users.
- \* Once authenticated, Group Two employees will be ready to access the portal on April 1.

### BEACON Portal Authentication

- \* All Group Two employees are encouraged to authenticate in the BEACON Portal before the April 1 go-live date. Employees can authenticate their account by visiting <https://mybeacon.nc.gov> and entering their NCID and password.
- \* Step-by-step instructions on how to authenticate in the BEACON Portal are included on the attached flyer.
- \* Three conditions must be met before an employee can authenticate:
  - \* The employee must have successfully registered for an NCID. Registration is not complete until a confirmation e-mail is received from an NCID Administrator indicating that the account has been activated.
  - \* The employee's last name must match the last name on the NCID account.
  - \* The employee must know his/her NCID user name and password. BEST Shared Services cannot maintain

### Employee Self Service (ESS) Navigation

- \* ESS training is available at [www.beacon.nc.gov/training](http://www.beacon.nc.gov/training).
- \* Although employees are encouraged to take the online training courses prior to go-live, the courses will remain online through go-live and beyond.
- \* Once Group Two agencies go live with BEACON, employees may benefit from taking the training course because they should be more familiar with the system.

*March:* Employees mailed BEACON employee numbers to their home address of record.

*April:* Employees able to view leave balances through ESS after April 15th

For general questions, call BEST Shared Services Center at 919-707-0707 or 866-622-3784.

## ADULT CARE AND MENTAL HEALTH SECTIONS MOVE TO BROUGHTON BUILDING

Written by: Doug Barrick

The Broughton Building at 805 Biggs Drive, former digs of Nursing Home Licensure and Certification, which moved to Lineberger, is now home to the Adult Care and Mental Health Licensure Sections. Staff seem well settled except for a few unpacked boxes in somebody's office whose identity will remain anonymous. Freshly painted walls, new carpet that will not show dirt for years and "de-barred" windows (on front side at least) greeted movers on Dec. 3<sup>rd</sup>. Enter front of building and you'll find Mental Health to your right and Adult Care to your left, each with a well-appointed conference room and choice of shadow or sun for cozy offices down their respective halls. The sunny siders are eagerly awaiting blinds. The "gloomers" are just taking more medication. The MH men's bathroom wins the prize for décor – Key Western with Jimmy Buffet motif. There is no significant nasal evidence yet of past problems with dampness and mold after drainage reparations but summer will tell. Visitors seem to be finding their way to us and regulatory business is prevailing as usual. Our animal lovers still get to feed the lucky, local felines. Other than missing our colleagues in Council, the extra exercise of getting into the building and that great panorama of high-rising downtown Raleigh, life is good on the other side of the tracks.



There is no telling how many facelifts this building has seen since its opening as the Womens Building in 1939, but thanks to Paul Pennell for his thoughtful oversight of this latest operation and a smooth move. An open house was held on April 4th and staff from around the division dropped by to check out the new digs.



The view from the Broughton Bldg. Foyer into the main hallway



Hallway to the left of the foyer



Both Mental Health and Adult Care have their own conference rooms



Hallway to the right of the foyer

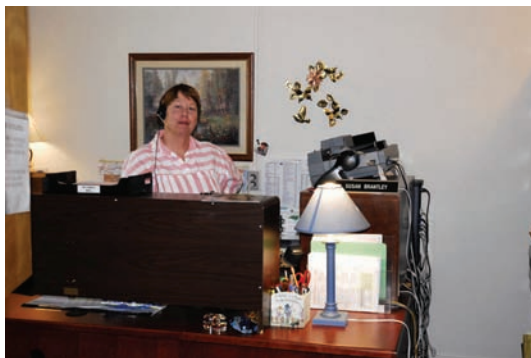
## ADULT CARE AND MENTAL HEALTH SECTIONS MOVE TO BROUGHTON BUILDING (CONTINUED)



The Adult Care Licensure portion of the building looks nice and new.



Finally a file room that's workable!



Susan Brantley with Adult Care Medication Testing program



Stephanie Alexander, Chief of Mental Health Licensure likes her office



The break room with new ice maker



Cubicles get a lot of natural light on the "sun porch"



We had to include pictures of the men's room which Wayne Dennieng did such a great job decorating (above and right)



Ahoy, matey!



## INFORMATION SYSTEMS

Submitted by: Joan Byrd

As many of you have heard, the former Data Management Section has changed its name to **Information Systems** to better reflect what we actually do. Rather than managing data, we provide support for the automation needs for DHSR, including installation and implementation of hardware and software to ensure maximum connectivity for the DHSR network which includes 6 servers, 3 located in the Council Building and 1 each in Clinton, Asheville and Lexington. As of March 19, 2008, Information Systems has deployed 44 HP TC4400 Tablets, 29 Dell Optiplex 745 Desktops, 11 Dell 5750 Desktops, 1 Dell 740 Desktop, and 17 Dell D830 Laptops. Our goal is to have all new equipment deployed by April 1 with the exception of equipment ordered for positions which have not been filled.

The Information Systems Section offers Level II Division Help Desk support (Level I – Section PC Coordinators) to more than 500 employees, primarily on the Dorothea Dix Campus in Raleigh, but also supports 5 field offices located throughout the state and many home-based users.

In our “spare time”, Information Systems is working with DHSR employees to ensure we all have NCID accounts and have authenticated and activated with BEACON before April 1. A big THANK YOU goes out to our PC Coordinators in the division who are a tremendous asset in accomplishing this extremely important task which is only one of several they have assisted us with over the last few months.

## PROMOTIONS WITHIN THE DIVISION

There have been promotions within the division since the December 2007 edition of the *DHSR Employee Newsletter* which we would like to highlight. We would like to congratulate you all and wish you the best in your new positions!

**Darrin Long**, Nursing Home Licensure, Black Mountain, has been promoted from FSCI to FSCII effective 12/1/07.

**Stella Haynes**, HCPR, has been promoted from FSCI to FSCII effective 1/1/08.

**Pamela Anderson**, HCPR, has been promoted from FSCI to FSCII effective 1/1/08.

**Tammy Sylvester**, Construction, has been promoted from Building Systems Engineer II to Building Systems Engineer III effective 1/4/08.

**Helen Alexander**, CON, has been promoted from CON Project Analyst to Human Resource Pln Supv III effective 1/16/08.

**Martha Frisone**, CON, has been promoted from CON Project Analyst to Human Resource Pln Supv III effective 1/16/08.

**Tom Elkins**, Certificate of Need, has been promoted from Human Service Planner/Eval IV to CON Project Analyst effective 3/12/08.

**Billy Earwood**, Construction, has been promoted from Building Systems Engineer II to Building Systems Engineer III effective 1/28/08.

**Donna Storrs**, Nursing Home Licensure, Black Mountain, has been promoted from FSCI to FSCII effective 2/27/08.

**Joyce Valmassoi**, Nursing Home Licensure, Black Mountain, has been promoted from FSCI to FSCII effective 2/25/08.



## WILL CONSERVATION SOLVE CENTRAL NC WATER CRISES?

Written by: Sam Cravotta

If you were not aware of the magnitude of our recent water crises, take a gander at this mid February 2008 photograph of "Falls Puddle" (west end of Falls Lake). Since then we have had several significant rain storms totaling up to 9" of water in some areas. These rain events have added an estimated 5 Billion gallons of rain water and Falls Lake has risen from 32% to about 70% full. This has begun the process of refilling our reservoir; however the following water conservation measures and reductions in the Neuse River outfall may be necessary to avoid future water shortage problems.

"In the droughts of 1993, 2002 and 2005, Falls Lake recovered to within one foot of its normal water supply pool full level by this calendar date. As of March 4<sup>th</sup>, Falls Lake was at 243.79 feet, which is 7.71 feet below full, but 2.27 feet above the all-time low of 241.52 feet that was recorded Dec. 25-26, 2007.



Raleigh Mayor Charles Meeker announced recently that the U.S. Army Corps of Engineers (COE) has agreed to reduce the amount of water it releases at the dam from Falls Lake daily by 27 cubic feet per second (CFS). This is 17 million gallons per day (MGD) or 500 MGD per month. (The COE manages Falls Lake, which is Raleigh's water supply.)

This reduction in the daily flow released at the dam to the Neuse River will preserve water in the water quality storage pool portion of the lake's conservation pool and, in doing so will keep the lake level from falling as rapidly." [Jayne Kirkpatrick, Raleigh Public Affairs].

This writer wonders if the effects of this drought could have been mitigated if this reduction of released water had been implemented a long time ago. By reverse analogy, this style of management is a little like making sure that you let water into a sinking ship faster than the pumps can pump it out, but not so much that you sink.

The multiple rain events of early March have raised Falls Lake, by an estimate of approximately five feet. However the water crisis is far from over and we are still at least three

feet below normal. The March rain has significantly extended the water system's supply pool, but Raleigh's population and water demand is still growing. Consequently the central North Carolina Water Crisis ain't over 'til you know who sings. Another hot dry summer could see a return to conditions depicted in the picture above. Maybe what we need is a good Hurricane? [Editorial comments do not represent the opinion of DHSR.]

### STAGE 2 WATER CONSERVATION MEASURES IN EFFECT FEBRUARY 15<sup>TH</sup>

**The following has been Prepared by:**  
**Jayne Kirkpatrick, Director**  
**Raleigh Public Affairs Department**

As of Feb. 15, all Raleigh water system customers are under Stage 2 water conservation measures. The municipalities of Garner, Knightdale, Raleigh, Rolesville, Wake Forest, Wendell and Zebulon comprise this water system.

### **The following measures are included in the Stage 2 Water Conservation ordinance:**

- Prohibits the use of public water for irrigation;
- Prohibits filling new swimming or wading pools. Water may be added to pools to maintain sanitary conditions. Filling of pools drained for repair is prohibited;
- Prohibits washing vehicles at any location except at car-washing facilities that have been certified by the City of Raleigh to be in compliance with the requirements of the conservation certification program. A total of 45 car washes have been certified under the conservation program. (Please visit [www.raleighnc.gov](http://www.raleighnc.gov) and click "Stage 2 water conservation measures" to review the complete listing of these certified facilities.);
- Prohibits washing of areas such as sidewalks, patios, decks, driveways, parking lots, streets and exterior building surfaces, except for soiled areas for the maintenance of public health and sanitary conditions;
- Leaking water services or plumbing will be interrupted immediately upon notification to the City of Raleigh's Public Utilities Department. Water service will be restored when repairs are completed;
- Prohibits the serving of drinking water in restaurants except upon request;
- Prohibits all non-essential use of water for commercial or public use;

- Buildings with water-cooled air conditioners or heating equipment that does not recycle City-supplied water must adjust thermostats to the highest or lowest settings available, respectively, except when occupant health and safety are adversely affected;
- Requires innkeepers to ask guests spending more than one night to use their towels and bed linens more than once between laundering; and,
- Directs commercial and industrial customers to review water uses and implement industry specific best management water conservation practices.

The first violation of the Stage 2 ordinance carries a fine of \$1,000. Any recurrence of the violation may result in interruption of water service.

### **Further Conservation Measures:**

To further conserve, all of the municipalities on the system are requesting that all businesses and residents on the water system take the following measures:

- Install low-flow shower heads and faucet restrictors by March 1, 2008. These devices are inexpensive and can save 30% of water used by showers and faucets. If your home or business does not have low-volume toilets, please place volume-reducing inserts in the tanks and,
- Use rain barrels for watering of shrubs, flowers or vegetables. It appears unlikely now that drinking water will be available for irrigation in 2008. The Raleigh water system municipalities are offering 80-gallon and 60-gallon rain barrels for sale. In Raleigh the barrels are available at the City's Solid Waste Services office at 400 W. Peace St., from 7 a.m. to 4 p.m., Monday through Friday. For more information on the barrels and their availability in your city, contact Linda Leighton at 831-6890 or [Linda.leighton@ci.raleigh.nc.us](mailto:Linda.leighton@ci.raleigh.nc.us) or visit [www.raleighnc.gov](http://www.raleighnc.gov).

Builders also are being asked to install low-flow devices and end exterior irrigation with drinking water in new development projects.

To keep up-to-date on the efforts to conserve water, please visit [www.raleighnc.gov](http://www.raleighnc.gov). For more information on conserving our water or if you have questions, please call the City of Raleigh Public Utilities staff at 857-4540.

## WELLNESS GROWS IN THE LINEBERGER BUILDING

Submitted by:  
Deb Nichols, Your Wellness Representative

It is time to shed those winter blues! Spring will be here before we know it and we have many exciting things to do! It's time to get out and walk; see your section wellness committee member for a walking map or check out the maps at: <http://www.ncdhhs.gov/government/wellness/index.htm#resources>

We have Pilates classes on Tuesdays and Thursdays from 12:00 – 1:00 pm.

Weight Watchers is held on Wednesdays and Yoga on Mondays, both at noon.

There are various team sports that you can join, such as Basketball and Volleyball.

You can check the website for activities going on in the Haywood Gym, <http://www.ncdhhs.gov/government/wellness/08gymsschedule.xls>

If you would like to participate in any of these activities, just let me know and I will steer you in the right direction! (Deb Nichols 715-2321x200 or [debra.a.nichols@ncmail.net](mailto:debra.a.nichols@ncmail.net))

Most recently, we have succeeded in changing the Designated Smoking area in the basement of the Council Building. It has been moved farther away from the back door. I would like to encourage you

ALL to leave your desks and relax in the break area! [Tobacco Use Quitline at 1-800-QUIT-NOW \(1-800-784-8669\)](http://www.ncdhhs.gov/government/wellness/tobacco_use_quitline)

To date, we are planning more of the Lunch and Learn and Lunch and Laugh programs. We are planning to convert the Wellness Room in the Council Building to a workout area. We will be acquiring exercise materials for this room, just like the Lineberger Building. You can contact Jayne Gallo, Patricia Kellogg or Diana Barbry for more details on that.

If you are interested in any of these activities or need more information, don't hesitate to contact me. If you would like to help out with our ongoing events, such as Lunch and Learn, let me know. We can always use volunteers!

Be safe, healthy and happy!

Your Wellness Representative, (Deb Nichols 715-2321x200 or [debra.a.nichols@ncmail.net](mailto:debra.a.nichols@ncmail.net))



Ben Grady is showing off his skills on the Pilates ball!



Brenda Eason and Edna Knight show off the stationary bike and the gazelle in the Lineberger Building.



Beverly Speroff is relaxing in the massage chair while checking her blood pressure on the new machine that we just acquired. She should have a normal reading since she is so relaxed...!



You can check your blood pressure every Monday in the wellness room, as the electric blood pressure machine is available to you from 8 am until 1 pm, if you need assistance, contact Brenda Eason on 855-4556.



DHSR  
Newsletter  
Committee

## SEVERE WEATHER AWARENESS

Safety at  
DHSR

In North Carolina, the peak tornado season is March through May. When severe weather threatens, it's time to prepare for the worst. Whether it's a hurricane, tornado, or severe thunderstorm, use the following information to make sure that you weather the storm.

Be sure you understand the differences between a **TORNADO WATCH** and **TORNADO WARNING**.

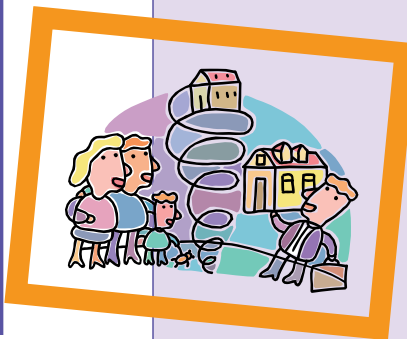
**TORNADO WATCH** - means "watch" the skies; conditions are favorable for the formation of tornadoes in and adjacent to the watch area. A Tornado watch does not require an internal evacuation.

**TORNADO WARNING** - means a tornado has been sighted in the immediate area or detected on radar. Enact your severe weather emergency plan now and seek shelter immediately.

Prepare for the possibility of severe weather by learning the safest places to seek shelter when at home, work, school, or outdoors. Each DHSR facility has a severe weather evacuation plan and a designated safe shelter. Make sure you know the evacuation plan and safe shelter for your building. If you are unsure of the location of your safe shelter, please ask your DHSR Safety Committee Member or Safety Representative.

### SEVERE WEATHER AWARENESS AT HOME

Families should have a severe weather emergency plan and necessary supplies on hand in case a storm strikes. At home, develop or update your family's emergency plan and assemble your Emergency Preparedness Kit. Please check out this website – [ReadyNC.org](http://ReadyNC.org) – that includes information on how to prepare for severe weather and for other types of emergencies which occur in North Carolina. This site also links to federal, state and local information.



At your DHSR Office, see the Internal Evacuation Plan and Emergency Information Sheet for severe weather internal evacuation procedures.

On Dix Campus (from the steam plant whistle) –

Three (3) 4-Second Blasts indicates a Tornado Warning.

Six(6) 1-Second Blasts indicates Tornado Watch Conditions are right for a Tornado.

One(1) 1-minute blast indicates all clear.

## NEW DHSR EMPLOYEES

New DHSR employees since the last newsletter are listed below:

### OEMS

Peggy Handon

### Construction

Rhonda Robinson  
Roger Fortman  
Neill Dalrymple  
Alex Harwell  
Gerald Boyle  
Viren Tailor

### Acute and Home Care Licensure & Certification

Paul Williams  
Laura Riley  
Michelle Cooke

### Health Care Personnel Registry

Karen Durban

### Division Office

Sherri Watkins

### Adult Care Licensure

Mary Beth Simmons  
Paulette Brock  
~ welcome back!  
Megan Lamphere  
Joan Towey

### Mental Health L&C

Marie Ancil

### Clinton

Tammy Odum

### Lexington

Bonnie Moore  
Linda Waugh

### Asheville

Chrissy Biddix

### Certificate of Need

Stephanie Evans  
Angie Matthes

### Nursing Home Licensure & Certification

Juanita Mathis  
Tonia Stafford  
Sebrena Sweeney  
Annette Cash  
Leean Kaminski

### Black Mountain

Elizabeth Schneider



### Retirees

**Lena Sands**, Nursing Home Licensure, Black Mountain, Effective 1/1/08  
**Bill Harrington**, Mental Health Licensure, Effective 2/1/08  
**Norma Duncan**, Nursing Home Licensure, Black Mountain, Effective 2/1/08  
**Jane Briggs**, Acute & Home Care Licensure, Black Mountain, Effective 3/1/08  
**Patricia Tilder**, Nursing Home Licensure, Effective 4/1/08  
**Larry Warren**, Nursing Home Licensure, Effective 4/1/08  
**Bob Fitzgerald**, Division Office, Effective 5/1/08



**DIRECTOR BOB FITZGERALD SAYS FAREWELL TO DHSR EMPLOYEES**

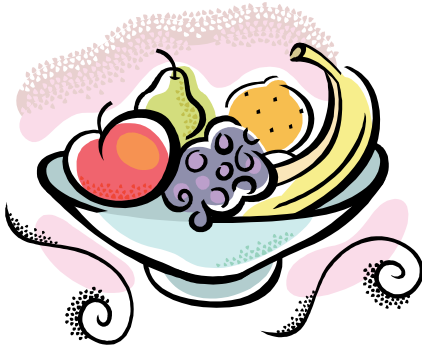
As the month comes to a close so will my tenure here at DHSR. While I look forward to having more free time and an opportunity to pursue other interests, I know that I will miss the place I have spent a good deal of my life over the past 26 years.

I am grateful for the opportunities that have been provided to me to serve the Division and I am proud of the changes and improvements that have been made during my time here. We have more, better trained and better paid employees than we had just a few years ago. While we continue to face the challenge of having more work to do than people to do it, we continue to close the gap. Our work truly affects many citizens of our state who are unable to protect themselves. It is a responsibility that I know we all take very seriously.

I have never regretted my decision to enter public service, and I feel especially fortunate to have found a career home in DHSR. Serving as Director these past seven years has been a true honor, but I leave knowing that the real contribution the Division makes to the state is through its dedicated employees not its management. To those who survey facilities, review plans, process applications, investigate complaints, certify personnel, develop plans or rules or assist those who do any of those things I thank you for making our Division what it is today. You all have my lasting best wishes.

Bob

# Recipes...



## Angel Strawberry Banana Trifle

- 1 (5 oz.) package instant vanilla pudding mix
- 3 cups of cold milk
- 1 (9 inch) prepared angel food cake cut in cubes
- 4 bananas, sliced ¼ inch thick
- 1 ½ lbs. sliced strawberries
- 1 (12 oz.) container frozen whipped topping, thawed

Prepare pudding with milk according to package directions. In a glass serving dish (or trifle bowl) layer half the cake pieces, half the pudding, half the bananas, half the strawberries, and half the whipped topping. Repeat layers. Cover and chill in refrigerator 4 hours before serving.



## Grape Dessert

- 8 oz. cream cheese –softened
- 16 oz. sour cream
- ½ cup sugar
- 2 – 3 pounds of purple grapes

### Topping:

- 1 cup chopped pecans
- 2 cups of light brown sugar  
(you can use 1 to 2 cups)

Blend the cream cheese, sour cream, and sugar until smooth. Add purple grapes and stir. Pour into 9x13-inch dish. Mix topping ingredients and sprinkle on top of grape mixture.

Refrigerate and Enjoy!

## DHSR Newsletter Committee

Jeff Horton, Division Office  
 Ruth Jolaoso, NH Lic & Cert  
 Wendy Williams, Adult Care Lic  
 Doris Kester, Personnel  
 Sheri Wilder, NH Lic & Cert  
 Lou Morton, Complaint Intake Unit  
 Joan Byrd, Information Systems  
 Rebecca Barefoot, Info Systems  
 Doug Barrick, Adult Care Lic  
 Sam Cravotta, Construction  
 Wayne Denning, MH Lic & Cert